

EDMOND PLANNING COMMISSION MEETING

Tuesday, September 2, 2008

5:30 P.M.

The Edmond Planning Commission Meeting was called to order by Chairperson Suzy Thrash at 5:30 p.m., Tuesday, September 2, 2008, in the City Council Chambers at 20 South Littler. Other members present were Leroy Cartwright and Barry K. Moore. Bill Moyer and Ingrid Young were absent. Present for the City were Robert L. Schiermeyer, City Planner; Kristi McCone, City Planner; Jan Ramseyer-Fees, City Planner; Steve Manek, City Engineer; and Steve Murdock, City Attorney. The first item on the agenda was the approval of the August 19, 2008, Planning Commission minutes.

Motion by Cartwright, seconded by Moore, to approve the minutes as written. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #Z080016 Public Hearing and Consideration of Edmond Plan Amendment from Single Family PUD to Planned Unit Development on an 8.8 acre tract west of Kelly, north of Coffee Creek Road. (Oak Tree Park Development, LLC) Continued to October 7 at the request of the applicant**

Motion by Moore, seconded by Cartwright, to continue this request until October 7.

Motion carried by a vote 3-0 of as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #Z080043 Public Hearing and Consideration of rezoning from " PUD Single Family Planned Unit Development to PUD Planned Unit Development on an 8.8 acre tract west of Kelly, north of Coffee Creek Road. (Oak Tree Park Development, LLC) Continued to October 7 at the request of the applicant.**

Motion by Cartwright, seconded by Moore, to continue this request until October 7.

Motion carried by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #U080004 Public Hearing and Consideration of amendment of Special Use Permit for Oak Ridge Mobile Home Park to allow five mobile homes to be offered for sale located in the mobile home park at 601 Vista Lane.**

Attorney Randel Shadid is representing the current owners of Oak Ridge Mobile Home Park asking that the original special use permit be modified, changed, or amended to allow no more than five units in the park to be offered for sale. The City Code allows for a special use permit for the rental of mobile home unit or placement of the owner's

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mobile home on a lot in the park. The State Statutes provide that the City must approve for the sale of units similar to the motor vehicle sales lot verification. As long as the addition of the five mobile homes does not create the need for commercial signage on the property, there is not a substantial impact by having mobile homes placed on the lots offered for sale. This modification should apply to only five mobile home units, not including motor homes or other vehicles or products.

Attorney Randel Shadid represented the applicant, indicated there were approximately 25 lots that were vacant in the park and the owner would like to place no more than 5 homes on some of those lots to offer for sale. The property is zoned "A" Single Family so they would not be open storage or display automatically allowed with the Special Use Permit. The Special Use Permit has been repealed from the new zoning ordinance but the mobile home section of the code book could allow reconsideration of the conditions of the original Special Use Permit. Mr. Shadid indicated there may need to be a sign indicating the unit is for sale on the mobile home itself, not at the entry to the park.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #ES080004 Public Hearing and Consideration of request to close approximately 591 feet of the east side of Kickingbird Road, extending east from Bryant, west of the Huntwick II Addition. (BVP Arbor Place, L.L.C.)**

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #PR080033 Public Hearing and Consideration of Preliminary Plat of the Arbor Place Addition, located on the south side of Kickingbird Road, approximately one half mile east of Bryant Avenue. (BVP Arbor Place, L.L.C)**

Motion by Moore, seconded by Cartwright, to continue this request until October 7. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #PR080034 Consideration of Final Plat of Arbor Place Addition, located on the south side of Kickingbird Road,**

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**approximately one half mile east of Bryant Avenue. (BVP Arbor Place, L.L.C)
Continued to September 16, 2008 at the request of the applicant.**

Motion by Cartwright, seconded by Moore, to continue this request until October 7.

Motion carried by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #SP080021 Public Hearing and Consideration of Site Plan of a fire sprinkled apartment complex, known as Arbor Place, located on the south side of Kickingbird Road, approximately one half mile east of Bryant Avenue. (BVP Arbor Place, L.L.C) Continued to September 16, 2008 at the request of the applicant.**

Motion by Moore, seconded by Cartwright, to continue this request until October 7.

Motion carried by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Public Hearing and Consideration of extension of commercial site plan for Hilltop Plaza, located on the south side of Fifteenth Street, west of I-35. (Joe Javadzadeh) Continued to November 4, 2008 at the request of the applicant.**

Motion by Cartwright, seconded by Moore, to continue this request until November 4.

Motion carried by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #PR080030 Public Hearing and Consideration of Preliminary Plat for Willowood South located on the east side of Coltrane, south of Willowood Road. (Titan Development Partners, L.L.C.)**

Martin Teuscher is requesting that an 11.41 acre tract be approved for 13 commercial lots. This property is zoned "D-2" Neighborhood Commercial. The 7-Eleven Store on the southeast corner of Willowood and Coltrane was developed prior to Commercial Plats being required. The lot sizes for this new addition range from 17,320 square feet to 28,076 square feet. The developer plans several new public streets. The addition is adjacent to the Stonepoint I and II Additions. Even though the land is zoned for retail, the most likely use for many of the lots will be offices. The owner plans 5,000 to 8,000 square foot offices.

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The northeast corner of the plat is in a 100 year flood plain and is not subject to building. There can be no grading or drainage detention in this flood plain area. This project is downstream from Willowood. The owner plans to complete detention on each of the lots to meet Title 23 drainage standards. Each building site will have to meet the standard building setbacks, 10 percent landscape requirement, detention, off street parking, and sensitive border requirements since the land is zoned "D-2" Neighborhood Commercial, adjacent to residential. On some of the lots, the 17,324 square foot lots, a relatively small building will be possible. The staff suggests that for the Final Plat of this addition that additional drainage information be provided on Lots 7 and 8, Block 1 to illustrate how a building site would be possible, meeting all the other requirements. For a majority of the lots, the detailed drainage study will not come forward until the Building/Site Plan stage but on the two lots that are smaller the information needs to be available with the Final Plat. Lot 5, Block 1 is a shallow lot and may also present some issues related to drainage and or sensitive border.

Martin Teuscher spoke representing the request indicating he clearly understood the difficulties regarding drainage in the area and that each of the lots would meet the Title 23 requirements. In addition the floodplain area south of Willowood Road would be kept clear for drainage purposes but he understood he could not modify or change that area.

Attorney Lydia Lee indicated that some of the lots would be in the sensitive border since the land is zoned "D-2" Commercial adjacent to the Stonepoint Addition. Mr. Cartwright indicated he felt that was an issue for the Site Plan. Mrs. Lee said she felt it was important to let future buyers know the limitations in size for some of the lots such as 1-5 and Lot 7 since they have to meet detention, parking, landscaping, and setbacks on a smaller than usual commercial lot. It was unclear if there would be a sensitive border along the south and east of this addition since the "D-2" zoning preceded the March 1, 2007 Zoning Code and the "D-2" district was not listed in the chart for sensitive border. City Attorney Steve Murdock indicated he would review the situation. Mr. Moore commented in this case it was clear there could be some changes between the Preliminary and Final Plat due to a much more detailed drainage study required with the Final Plat where the individual lots could be considered by MR. Teuscher along with all the other City requirements. Possibly by the time of the Final Plat there could be a determination of the 70 foot sensitive border on the east and south which would dramatically affect the lots.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #SP080025 Public Hearing and Consideration of Commercial Site Plan approval for a tire store, located on the**

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**south side of Danforth, approximately one eighth mile west of Kelly Avenue.
(Tires Plus)**

Planning Department:

1. Existing zoning – PUD (Allowing limited amounts of Open Display). Proposed use would be a tire store to include other automotive repair or service procedures.
2. Setbacks – Front setback on Danforth is 70 feet from property line, the east setback is 70 feet, the west setback is 10 feet, and the south setback is 70 feet.
3. Height of buildings – 24 feet
4. Parking – 36 parking spaces; 9,877 square feet of building; 49 parking spaces allowed
5. Lot size – 1.28 acres
6. Lighting Plan – The light poles are not permitted to exceed 24 feet in height, including the base. Poles are shown at 22 feet with a 2 foot base. The land surrounding the property is commercial; this is not in the sensitive border location.
7. Signage – Wall signs and ground signs are shown on the site plan. The wall signage on the front of the building facing Danforth is 101 square feet. The wall sign on the side of the building is 65 square feet. **The ground sign is 65 square feet which is too large and needs to be reduced to 42 square feet.**
8. General architectural appearance – The exterior plans reflect painted split face concrete block for the exterior of all four walls. 6 overhead doors face Danforth, the roof has a 12/4 pitch and will be asphalt shingles. Much of the exterior finish on surrounding buildings is brick or combination of brick and other materials examples include Tinker Federal Credit Union, Blockbuster Video, Colonade Shopping Center/School Administration Building and the new Cheyenne Springs Shopping Center.
9. Sensitive borders – There is no sensitive border, the adjacent land is zoned commercially.
10. Mechanical equipment – Due to the pitch roof, mechanical equipment will need to be located on the ground or under the roof.
11. Fencing/screening – Other than the dumpster enclosure, no fencing is required.

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12. Driveways– The driveway for the business will be shared and will be located on the east side of the property. There will also be a driveway on the south side of the property connecting to the future shopping area to the south.

13. Title 21 water and sanitary sewer plans – A final plat has been approved. There is water available along Danforth however the developer is planning to extend water into the addition. Hibdon Tire Plus will need to connect as appropriate. Sewer will need to be extended to serve this use and easements provided. Danforth is already 4 laned in front of this property the plat for the project does provide for the necessary right of way, according to the Traffic Plan.

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14. Street paving and access management – In compliance

15. Fire Prevention and Building Department –

FIRE SPRINKLERS

The building is required to have a fire sprinkler system.

FIRE ACCESS

The fire access is identified as the lane on the three sides of the building. The fire lane shall be a hard surface asphalt or concrete before the first use of combustibles on the building.

FIRE FLOW REQUIREMENTS

The firefighters will need 1500 gallons per minute for 2 hours.

GATE

No gates were shown on the plan and none shall be approved without plans to this office.

Community Image:

16. Landscape Plan:

Landscaping - <u>Lot area = 55,757 sf</u>	<u>Landscape provided on plans submitted</u>
10% of lot = 5,576 sf	14,934 sf landscaping/lawn area
Plant units required = 446 PU	458 plant units
Evergreen required = 178 PU	278 plant units
Requirements in front = 223 PU	403 plant units
= 2,788 sf	6,484 sf

17. Refuse facilities – The dumpster enclosure is located on the southwest side of the property. The angle of the enclosure may not work for the sanitation department approach with the front loader.

18. Electric – Easements will need to be provided for new electric service.

Engineer Doug Klassen agreed to reduce the ground sign to 6 foot tall, 42 square feet so that no variance was requested and to modify the dumpster enclosure as per the Sanitation Department.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

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NAYS: None

The next item on the agenda was **Case #PR080035 Consideration of Final Plat of Village Center V at Coffee Creek, located east of Kelly Avenue, south of Prairie Village Drive. (Turner and Company)**

Josh Moore representing Turner and Company is requesting approval of a Commercial Plat containing 5.43 acres in the Coffee Creek PUD. This property is zoned "D-1" Restricted Commercial PUD. The addition contains four lots, the lots are arranged to provide for inter connecting access which has already been started within this project. The addition will develop with City water, and sanitary sewer and detention has been met on an area wide basis. The building lines can be modified because the project is a PUD. For example, the building line shown is 30 feet from property line along Kelly rather than 50 feet required by the standard code. In this case the 70 foot of right of way has been granted along Kelly so there is a very adequate setback with the 30 foot building line. The plat does include some Common Area to be maintained by the property owners association.

Josh Moore spoke representing the applicant.

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #SP060040 Public Hearing and Consideration for an extension of a Commercial Site Plan for Building R in the Village Center at Coffee Creek commercial development located on the south side of Village Parkway, east of Kelly Avenue. (Derek Turner)**

This request was originally approved October 23, 2006 by the Edmond City Council. No construction has started on this site; an extension of the original plan is requested.

General Site Criteria:

Existing zoning – "D-1" Restricted Commercial PUD

Setbacks –25 feet from property line on Village Parkway (front), side setback to the east is 88 feet, side setback to the west is 37 feet, setback to the south is 40 feet.

Height of buildings – 28 feet, one story building

Parking – 23 spaces, the building is 5,185 square feet

Lot size – 36,016 square feet

1. Landscape Plan

Landscaping - Lot area = 36,016 sf

Landscape provided on plans submitted

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Ten percent of lot = 3,602 sf	3,602 sf landscaping/lawn area
Plant units required = 288 PU	310 plant units
Evergreen required = 115 PU	165 plant units
Requirements in front = 144 PU	226.5 plant units

2. Lighting Plan –pole lights are planned to meet the standard used in Village Center at Coffee Creek, most of the lights are wall packs on the building.
3. Driveways/Parking – the driveways are not adjacent to Long Meadow Drive, the driveways and parking are placed at the west of the building.
4. Mechanical equipment – the roof is pitched so all the mechanical equipment will be located on the ground.
5. Fencing/screening – no sight proof fencing or screening is proposed or required.
6. Signage – one 6 foot tall 42 square foot ground sign will be used.
7. General architectural appearance – the buildings will match the architecture of Village Center with maroon brick, forest green composition shingles and matching windows, the buildings are brick veneer on all 4 sides, the pitch roof residential in scale and appearance.
8. Drainage Report and related Grading Report Plans – project wide detention has already been completed.
9. Refuse facilities – a dumpster enclosure is located to the northwest of the building.
10. Sensitive borders – there are no sensitive borders, landscaping is added to the front of the building nearest the residential, the view from the residential area will be brick and roof line, the building is only one story.
11. Street paving and access management – Village Parkway is completed and all drives comply with the separation and location standards.
12. Title 21 Water and Sanitary Sewer Plans – water and sewer lines were completed with the original Village Center project.

Josh Moore spoke representing the applicant, there were no variances requested.

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

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The next item on the agenda was **Case #SP080028 Public Hearing and Consideration of Site Plan approval for a fire sprinkled medical office building located south of Prairie Village Drive, east of Kelly Avenue. (Integrus Health at Coffee Creek).**

Planning Department:

10. Existing zoning – “D-1” Restricted Commercial.
11. Setbacks – The setback from Kelly is 60 feet from property line, the setback to the south property line is 75 feet, the setback to the north, adjacent to Prairie Village Drive is 145 feet and the setback to the east, adjacent to Village Parkway is 180 feet.
12. Height of buildings – The height of the building is 19 ½ feet.
13. Parking – The building contains 12,100 square feet; 66 parking spaces. All the parking lots are inner connected and shared with the Coffee Creek Office Complex.
14. Lot size – 57,437 square feet.
15. Lighting Plan – Lights include building wall pack lights and some lower profile pole lights following the same style as started in Coffee Creek.
16. Signage – Two ground signs, 6 foot tall, 42 square feet could be permitted; One on Kelly and one on the interior streets and wall signs.
17. General architectural appearance – The single story building will be brick veneer, maroon in color with rock accents and forest green composition shingles. The building will continue the character already established in Coffee Creek.
18. Sensitive borders – Homes are constructed east of Village Parkway and north of Prairie Village Drive. The greatest setbacks are established on the eastern and northern side of the lot. The dumpster location will not be within 100 feet of the east property line and no lights will exceed 15 feet in height near the east property line. A future building may be constructed on this lot.
10. Mechanical equipment – Mechanical equipment will be located on the ground, due to the pitch roof construction.
11. Fencing/screening – No fencing is provided except for the dumpster enclosure.

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Planning Department:

19. Existing zoning – “E-2” Open Display
20. Setbacks – This project is located on an interior network of private driveways with inter connecting access easements. The building is located 175 feet south of Fifteenth Street, it is located 13.6 feet from the east property line, 65 feet from the west property line and 11.2 feet from the south property line. The land surrounding the property is zoned “E-2” Open Display.
21. Height of buildings – 20 feet tall
22. Parking – The building contains 6,300 square feet. The parking requirement for this building is 25 spaces. 28 additional spaces are being installed. The parking in this project is all shared with all the buildings planned which include mostly office but some retail. This is the seventh building, it appears that at least nine buildings are possible at total build out.
23. Lot size – 26, 652 square feet plus 14,460 square feet for additional parking.
24. Lighting Plan – Lighting will continue with the wall packs used in the previous buildings. Pole lights have been installed for the development.
25. Signage – A six foot tall, 42 square foot ground sign would be allowed in addition to the standard wall signage.
26. General architectural appearance – This building will follow the Signal Ridge architectural character, with brick veneer on all four sides of the building and pitch roof construction.
27. Sensitive borders – None
10. Mechanical equipment – Will be located on the ground due to the pitch roof construction.
11. Fencing/screening – No sight proof fencing is required.
12. Driveways– There are no new driveways on a public street existing access will be utilized.
13. Title 21 water and sanitary sewer plans – Water and sewer is adjacent to the site and will be connected fro service.

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14. Street paving and access management – No new street paving is required. The inner connecting access will be utilized to Fretz and Fifteenth Street.

15. Fire Prevention and Building Department – The 6,300 square foot building will have a fire sprinkler system.

Community Image:

16. Landscape Plan:

Comphealth Building

Landscaping - Lot area = 26,652 sf

10% of lot = 2,665 sf

Plant units required = 213 PU

Evergreen required = 85 PU

Requirements in front = 106 PU

= 1,332.5 sf

Landscape provided on plans submitted

8,648 sf landscaping/lawn area

217 plant units

86 plant units

151 plant units

3,201 sf

Parking Lot

Landscaping - Lot area = 14,460 sf

Extra landscaping required due to excess parking spaces

15% of lot = 2,169 sf

Plant units required = 173.5 PU

Evergreen required = 69 PU

Landscape provided on plans submitted

3,302 sf landscaping/lawn area

116 plant units

56 plant units

17. Refuse facilities – Existing refuse container will be shared.

Electric – Electric services available for serving this building.

Josh Moore spoke representing the applicant, there were no variances requested.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case # SP080024 Public Hearing and Consideration of Commercial Site Plan approval for an office/warehouse, located on the east side of Kelly Avenue between Fifteenth Street and Thirty Third Street at 609 Westland Drive. (Geosearch Logging, Inc.)**

Planning Department:

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1. Existing zoning – “F-1” Light Industrial
2. Setbacks - The setback from Westland Drive is 165 feet, the setback from the west is 16 feet, the setback from the north is 20 feet. The existing Geosearch buildings are located to the east of the new building creating a large east property line setback.
3. Height of buildings - 18 feet tall
4. Parking – The owner does not plan additional parking for this building since it is a shop building for the existing business. The new building contains 2,800 square feet.
5. Lot size – 50,350 square feet
6. Lighting Plan – No light poles, only wall packs on the buildings.
7. Signage – Since this is an existing site, there is no signage proposed.
8. General architectural appearance – The building is metal, since this is an accessory building for an existing business, the ordinance does suggest that fifty percent of the front wall be masonry.
9. Sensitive borders – This site is adjacent to all industrial so there is no sensitive border.
10. Mechanical equipment – Mechanical equipment will not be located on the roof.
11. Fencing/screening – No fencing is required for this use.
12. Driveways- The existing drives will be used. They do need to be constructed to City standards in the right of way.
13. Title 21 water and sanitary sewer plans – Water and sewer are already adjacent to the site.
14. Street paving and access management –Street paving is complete. While the street is a commercial standard street, the driveway pattern has been established prior to the separation requirements recommended in the code.
15. Fire Prevention and Building Department – This building will be required to meet the fire code for an industrial building. The owner has two existing buildings on the property; the new building would be 30 feet west of the existing 2,800 square foot building. Any requirement for a fire hydrant or paved access or any other improvements will have to be completed to build this new 2,800 square foot building.

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Community Image:

16. <u>Landscape Plan:</u>	
Landscaping - <u>Lot area = 50,350 sf</u>	<u>Landscape provided on plans submitted</u>
10% of lot = 2,518 sf	12,498 sf landscaping/lawn area
Plant units required = 202 PU	273.5 plant units
Evergreen required = 81 PU	101 plant units
Requirements in front = 101 PU	128.5 plant units
= 1,259 sf	5,650 sf

17. Refuse facilities – Existing service is established for this business.

18. Electric – Electric service is established for this business.

Lax Godhania represented the applicant and agreed to the fifty percent masonry front wall on this accessory building.

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #PR050021 Consideration of Final Plat of an amended Tuscan Park II Addition, located on the west side of Sooner Road, approximately one quarter mile south of Danforth Road. (Chet Leonhardt)**

Chet Leonhardt representing Golden Pond, LLC, is requesting approval of a 5.54 acre single family plat consisting of 19 single family lots. The access to this addition is from Tuscan Park Boulevard just south of the plat extending west from Sooner Road. The streets in this addition will be private. The land is zoned “A” Single Family and is not a Planned Unit Development. All of the setbacks comply with the standard 25 foot building line for the front, 15 foot for the corner lots for side yards, 20 foot rear yards and 5 foot side yards on interior lots for one story buildings. The lots are 8,050 square feet or larger. The addition will be served with full city utilities.

The land to the north is developed with very low density acreage development. The first section of Tuscan Park lies to the south and west of this phase. East of Sooner Road, ODOT owns the right-of-way along Interstate 35. South of the property there are additional low density acreage lots. Northeast of this site, commercial uses should be anticipated between I-35 and Sooner Road.

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Benham Kirk, attorney representing the property owner to the north, objected to the plat approval indicating that the property to be sold was not the same size as agreed to with the owner. City Attorney Steve Murdock indicated that if something is wrong with the final plat, the item needs to be continued for correction. Steve Rollins with Coon Engineering felt that the plat was prepared as understood with the seller to the north.

Motion by Moore, seconded by Cartwright, to continue this item for two weeks to September 16. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Consideration of request for Deed Certification for one lot east of Kelly, one eighth mile south of Fifteenth Street in the proposed Hundred Oaks Village commercial development. (Dale Jackson)**

Mark Farris, representing Dale Jackson, is requesting a deed approval for a 90,943.24 square foot or 2.0878 acre lot. This property is zoned "F-1" Light Industrial. Utilities have not been completed to the property at this time or the new street planned referred to as Hundred Oaks Drive. Under the Code option which allows a deed approval prior to Final Plat acceptance, Mr. Jackson is requesting approval of this 2 acre lot no to allow the purchaser to get started on his plans. Mr. Jackson understands that he cannot get a occupancy permit without the plat being recorded. In addition, there can be no building permit until there is a paved access to what will be Lot 2, Block 2 of Hundred oaks Village Phase 1. This deed approval does help facilitate the sale and planning for a new project.

Mark Farris represented Mr. Jackson.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

The next item on the agenda was **Case #SP080027 Public Hearing and Consideration of Site Plan approval for a commercial office building in the Kingston Office Park located south of the Williams Grocery Store, one eighth of a mile west of Bryant.**

David Jones, representing Kingston Executive Offices, is requesting Site Plan approval for a 5406 square foot office building on a .31 acre tract which is Lot 10 Block One of Kingston Office Park. This will be the first building which will have Site Plan approval in the Kingston Office Park.

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1. Existing zoning – “D-O” PUD Suburban Office Planned Unit Development
2. Setbacks – Front - 25’ required, 42’ from south property line shown
Side – 5’ required, 11’ shown on west, 9.5’ shown on the east
Rear – 20’ required, 20’ shown on the north
3. Height of buildings - Approximately 26’ tall, with 35’ being allowed in this district.
4. Parking – 20 parking spaces proposed with this building, which is less than the 21 allowed for a 5,406 square foot office.
5. Lot size – 13,603.08 square feet or .31 acres
6. Lighting Plan – No pole lights are to be installed with this site plan. Michael Love, the current owner has contacted the Edmond Electric department about light poles for the entire project. Such poles are not approved with the Plat through the standard procedure and have not been approved by the City Council. Mr. Love may wish to submit his entire plan for the next building but for this first building, no pole lights are approved. There are light fixtures attached to the building on the west and east elevations. The west elevation needs to meet the sensitive border foot candle standard of 0.2 measured at the lot line.
7. Signage – There will be small cast-stone wall sign on the face of the building for identification.
8. General architectural appearance – The elevation plans reflect brick veneer on all four sides of the building with five windows on the north elevation adjacent to Williams Grocery and two windows on the west elevation adjacent to Kingston.
9. Sensitive borders – The property to the west is zoned and used residentially and so the western border represents a Sensitive Border. The site plan has been reviewed with the sensitive border standards. The basic standards for “D-O” adjacent to a sensitive border provide that the dumpster location will be at least 25 feet from the property line which occurs in this case. That no lighting within 50 feet of any residential property exceed 15 feet in height, as indicated, there are no light poles for this project that a 6 foot to 8 foot fence be constructed adjacent to parking, the fence in this case may need to be on the subject site, leaving the preservation area less disturbed. The building does have a pitched roof and there are no skylights or decorative windows indicated on the plans. The windows on the west elevation may need to meet the standard for limiting visibility into a residential property. The applicant is hoping to use the preservation area as an appropriate screen on the west; however, Kim Miller has not had the opportunity to determine the compliance with that standard. The owner has provided for a retaining wall to protect the preservation area in order to successfully create a natural screen.

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- 10. Mechanical equipment – Will be located on the ground, on the north side of the building, as requested by staff.
- 11. Fencing/screening – While a sight proof fence would be a standard requirement of the sensitive border, the developer has committed to an approved 30’ buffer/preservation area, which meets the screening requirement.
- 12. Driveways– One existing drive is for the Kingston Office Park with cross-connecting drive to the Williams grocery store to the north, and also cross-connection with the Arvest Bank site off Bryant.
- 13. Title 21 water and sanitary sewer plans – Utility improvements were installed with the Final Plat of Kinston Office Park. Sewer will come from the north and water comes from the front.
- 14. Street paving and access management – Paving improvements were installed with the Final Plat of Kingston Office Park.
- 15. Fire Prevention and Building Department – The building is not required or proposed to have a sprinkler system.

Community Image:

A landscape buffer on the western property line was part of the Final Plat approval.

16. Landscape Plan: The staff does not recommend approval of the project unless the sensitive border landscaping is installed with this building which identified on one of the common area lots just to the west of the actual building site. It is not appropriate for that landscaping to be delayed even if it is located on a common area lot, in the staff’s opinion. The lot for this 5,406 square foot building footprint needs to be landscaped in addition to the sensitive border treatment.

<u>Landscaping - Lot area = 13,603.08sf</u>		<u>Landscape provided on plans submitted</u>	
10% of lot = 1,353sf		1,353 sf landscaping/lawn area	
Plant units required = 108.20 PU		130.5 plant units	
Evergreen required = 43.28 PU		plant units	
Requirements in front = 54.10 PU		plant units	

The owner does not wish to ask for a variance and he does want to meet or reasonably exceed the landscaping requirements. He does wish to provide for effective sensitive border screening particularly regarding the potential window treatments and or sight proof fencing requirements and is constructing a retaining wall so he does not have to grade the land next to the Kingston Addition. Ms. Miller is continuing to review this request, Mr. Jones was continuing to correct the plans as per Ms. Miller’s

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recommendations at the preparation of the Planning Commission agenda, she will continue to report on full compliance by Tuesday, September 2, 2008.

17. Refuse facilities – There will be several community dumpsters for the office park, one located south of the building, which will be finished as a dumpster pad and screening with this building.

18. Electric – Electric is prepared to serve this use.

Engineer David Jones indicated that all of the trees, the addition of the Nandina shrubs, and all other sensitive border landscaping are agreed to as discussed with Kim Miller. Mr. Jones indicated he was not aware of any variances with this request.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Moore, Cartwright and Chairperson Thrash

NAYS: None

There was no new business

Mr. Moore thanked Kim Miller for all of her assistance reviewing plans and being available to the Planning Commission for questions. He indicated she always offered valuable comments. The Commission wished her well in her new employment.

Motion by Cartwright, seconded by Moore, to adjourn. **Motion carried** by a vote of 3-0 as follows:

AYES: Members: Cartwright, Moore and Chairperson Thrash

NAYS: None

Meeting adjourned at 6:50 p.m.

 Suzy Thrash, Chairperson
 Edmond Planning Commission

 Robert Schiermeyer, Secretary
 Edmond Planning Commission

Explanation of Items # 6 and 7 no action was taken on these items because it was determined prior to the meeting that the ownership list submitted by the applicant was not sufficient including all property owners within the 300 foot radius notice requirement. New notices were mailed September 15, 2008 advertising a new 20 day notice prior to the new hearing date of October 7, 2008. The staff did not request action on these two items since the notice was determined to be insufficient and that is why there is no vote or continuance on items 6 and 7.